

YOU
WANTED
IT **WHEN?**

HA-HA
HA-HA
HEH-HEH
HOOT-BOY!



ALTHOUGH THIS QUESTION IS USUALLY ACCOMPANIED WITH LAUGHTER, IT'S **NOT** A LAUGHING MATTER FOR YOU IF PARTS YOU NEED ARE **NOT RECEIVED ON TIME.**

AVOID THESE PROBLEMS BY UNDERSTANDING THE **SIX CRITICAL DATA ELEMENTS** THAT TELL THE SYSTEM HOW QUICKLY YOU NEED A PART.

Element 1

Department of Defense Activity Address Code (DODAAC)



IS THE CODE **VALID?** IF NOT, YOU **WON'T GET ANYTHING** YOU ORDER.

The unit DODAAC is on the permanent orders that activated your unit. Unit activation orders are kept with the unit property book or in the commander's unit hand receipt if the unit is supported by a parent unit property book office—such as a battalion.

IS IT **CORRECT** WITH THE INSTALLATION DODAAC COORDINATOR?

If not, then your unit will not be authorized to order parts, pick up fuel or do anything in support of unit operations.

IS IT **REGISTERED** WITH YOUR DIRECT SUPPORT UNIT (DSU)?

If your supporting DSU doesn't have your DODAAC, they can't support you.



THE FOLLOWING THREE ELEMENTS TELL THE SUPPLY SYSTEM HOW IMPORTANT YOUR REQUEST IS.

THEY ARE EXPLAINED IN PARAGRAPH 2-2 OF DA PAM 710-2-1. **DO NOT** OVERSTATE THE IMPORTANCE BECAUSE THAT WILL BOG DOWN THE SYSTEM.

AND YOU WILL SLOW SUPPLIES TO UNITS WITH HIGH PRIORITY MISSIONS.

Element 2 Force Activity Designator (FAD)

"YOUR UNIT IS ASSIGNED A FAD, GENERALLY IN THE PERMANENT ORDERS ACTIVATING YOUR UNIT."

"PARAGRAPH 2-2A. THE FAD IS EITHER I, II, III, IV OR V."

Element 3 Urgency of Need Designator (UND)



YOUR UNIT DETERMINES THE UND (A, B, OR C) BASED ON HOW **URGENTLY** YOU NEED THE SUPPLIES.

YOUR COMMANDER WILL HAVE TO SIGN OFF ON UND A AND B, AS EXPLAINED IN PARAGRAPH 2-3A OF DA PAM 710-2-1.

Element 4 Issue Priority Designator (IPD)

"THE IPD IS DETERMINED USING THE FAD AND THE UND. PARAGRAPH 2-2C OF DA PAM 710-2-1 TELLS YOU HOW TO USE TABLE 2-1 OF THE PAM TO DETERMINE THE IPD."

Priority Designator Table
relating Force/Activity Designator (FAD)
to Urgency of Need (UND)

FAD	UND		
	A	B	C
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

Element 5 Required Delivery Date (RDD)

THE RDD IS USED WHEN THE STANDARD DELIVERY DATE (SDD) CANNOT MEET UNIT NEEDS.

IT IS ALSO USED ON HIGH PRIORITY REQUESTS FOR PARTS THAT DEAD-LINE UNIT EQUIPMENT. SEE YOUR EQUIPMENT TMS FOR PARTS THAT, WHEN BROKE, RENDER THE EQUIPMENT NOT MISSION CAPABLE.



"IF YOU **DON'T** ASSIGN ONE, THE SYSTEM WILL USE THE SDD TO MEET YOUR NEEDS."

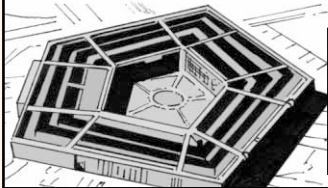
"SEE PARAS 2-4 AND 2-5 OF DA PAM 710-2-1 FOR ADDITIONAL INFORMATION ON THE SDD AND RDD."

FINALLY, IS THERE AN **AUTHORIZED PROJECT CODE** FOR YOUR REQUISITION?



Element 6 Project Code

"PROJECT CODES ARE ASSIGNED BY HQDA, THE CHAIRMAN OF THE JOINT CHIEFS OF STAFF, THE SECRETARY OF DEFENSE AND THE PRESIDENT OF THE UNITED STATES."



"YOUR COMMANDER WILL TELL YOU OF ALL PROJECT CODES YOUR UNIT MAY USE AND WHEN THEY SHOULD BE USED."

"**NEVER** USE PROJECT CODES THAT YOUR COMMANDER HAS NOT APPROVED FOR USE. THE CODES EXPEDITE DELIVERY OF PARTS NEEDED IN SUPPORT OF SPECIAL OPERATIONS AND TASK FORCES. PARAS 1-29 AND 1-30 OF AR 725-50, REQUISITIONING, ISSUE AND RECEIPT SYSTEM (NOV 95) DISCUSS THE PURPOSE AND USE OF PROJECT CODES."

IF YOUR REQUISITION HAS THE RIGHT ELEMENTS CORRECTLY ENTERED, THEN YOU SHOULD HAVE NO PROBLEMS GETTING THE PARTS YOU NEED WHEN YOU NEED THEM.

